

Message

From: Esher, Diana [/O=EXCHANGELABS/OU=EXCHANGE ADMINISTRATIVE GROUP (FYDIBOHF23SPDLT)/CN=RECIPIENTS/CN=44BD082A59CD44FFA0D5B1C054A3E996-DESHER]
Sent: 10/26/2020 12:40:20 PM
BCC: R3 SUPVRS [R3_SUPVRS@epa.gov]
Subject: Excused Leave for Serving as a Non-Partisan Volunteer Election Official
Attachments: Excused Absence for Voting

Colleagues,

On October 22, 2020, Donna Vizian sent the attached Mass Mailer regarding excused absences for voting, as well as training and serving as a non-partisan volunteer election official to assist at polling stations.

While the Mass Mailer stated that supervisors may grant an ***excused absence*** upon request to employees who want to serve as volunteer election officials or poll workers, it is always up to you to determine whether to grant an excused absence after considering critical mission needs. Here are the additional ethics rules to apply:

- Verify that the employee is *volunteering*
 - EPA supervisors cannot grant an excused absence if the employee will be paid
 - If the employee will be paid, then s/he is ineligible for an excused absence and, instead, must request annual leave or leave without pay
- Verify that the employee is volunteering for a *non-partisan entity*
 - State or county boards of elections are non-partisan
 - Just because an entity is non-profit (or says it is) does not also mean that it is non-partisan. If you are unsure about the status of a particular organization, ask ethics@epa.gov
- If the service is voluntary and non-partisan, then the supervisor may grant an excused absence consistent with the OMS guidance to both lesser restricted and further restricted employees under the Hatch Act.

If you have any questions please contact a member of the ORC ethics team.

Thank you,
Diana